# A RESOLUTION BY COMMUNITY DEVELOPMENT AND HUMAN RESOURCES COMMITTEE

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE RENEWAL AGREEMENT NO. 1 FOR FC-6005007904, JANITORIAL SERVICES, ON BEHALF OF THE DEPARTMENT OF PARKS, RECREATION AND CULTURAL AFFAIRS, WITH RAMSEY & RAMSEY ENTERPRISE, INC., FOR JANITORIAL SERVICES AT ROSEL FANN RECREATION CENTER, BEN HILL RECREATION CENTER, WASHINGTON PARK NATATORIUM AND THE ADAMSVILLE RECREATION CENTER, PURSUANT TO THE TERMS AGREEMENT AUTHORIZED CONDITIONS OF THE AND RESOLUTION 05-R-1139, IN AN AMOUNT NOT TO EXCEED ONE HUNDRED TWENTY SEVEN THOUSAND ONE HUNDRED SEVEN DOLLARS AND TWELVE CENTS (\$127,107.12), TO BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBER 1A01 (GENERAL FUND) 523001 CONTRACT) N31101 (SERVICE REPAIR AND **MAINTENANCE** (RECREATION ADMINISTRATION); AND FOR OTHER PURPOSES.

WHEREAS, the City of Atlanta did solicit Request for Proposals for qualified janitorial services for FC-6005007904, on behalf of the Department of Parks, Recreation and Cultural Affairs; and

WHEREAS, Ramsey & Ramsey Enterprises, Inc. was awarded said contract with an Agreement that contained an option to renew for two (2) additional one year periods; and

WHEREAS, on July 5, 2005 the City Council passed Resolution 05-R-1139 and the Mayor approved the same on June 12, 2005, which authorized the Mayor to execute an agreement with Ramsey & Ramsey Enterprises, Inc. to provide janitorial services at Adamsville Recreation Center and Washington Natatorium; and

WHEREAS, the Department of Parks, Recreation and Cultural Affairs desires to add two additional sites to the original Agreement; and

WHEREAS, the Commissioner of the Department of Parks, Recreation and Cultural Affairs and the Chief Procurement Officer have recommended that Renewal Agreement No. 1 be executed for a period of one (1) year.

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA HEREBY RESOLVES that the Mayor be and is hereby authorized to execute Renewal Agreement No. 1, FC-6005007904 Janitorial Services, with Ramsey & Ramsey Enterprises, Inc. to perform janitorial services at Rosel Fann Recreation Center, Ben Hill Recreation Center, Washington Park Natatorium and the Adamsville Recreation Center, in an amount not to exceed One Hundred Twenty Seven Thousand One Hundred Seven Dollars and Twelve cents (\$127,107.12).

- **BE IT FURTHER RESOLVED,** that the Chief Procurement Officer be and is hereby directed to prepare an appropriate contractual agreement to be approved by the City Attorney as to form, for execution by the Mayor.
- **BE IT FURTHER RESOLVED,** that Renewal Agreement No. 1 shall not become binding on the City and the City shall incur no liability or obligation until such agreement has been signed by the Mayor and delivered to Ramsey & Ramsey Enterprises, Inc.
- **BE IT FINALLY RESOLVED**, that all services for contracted work shall be charged to and paid from Fund, Account and Center Number 1A01 (General Fund) 523001 (Service Repair and Maintenance) and N31101 (Recreation Administration).

<u>Part II: Legislative White Paper:</u> (This portion of the Legislative Request Form will be shared with City Council members and staff)

## A. To be completed by Legislative Counsel:

Committee of Purview: Community Development and Human Resources Committee

Caption: A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE RENEWAL AGREEMENT NO. 1 FOR FC-6005007904, JANITORIAL SERVICES, ON BEHALF OF THE DEPARTMENT OF PARKS, RECREATION AND CULTURAL AFFAIRS, WITH RAMSEY & RAMSEY ENTERPRISE, INC., FOR JANITORIAL SERVICES AT ROSEL FANN RECREATION CENTER, BEN HILL RECREATION CENTER, WASHINGTON PARK NATATORIUM AND THE ADAMSVILLE RECREATION CENTER, PURSUANT TO THE TERMS AND CONDITIONS OF THE AGREEMENT AUTHORIZED UNDER RESOLUTION 05-R-1139, IN AN AMOUNT NOT TO EXCEED ONE HUNDRED TWENTY SEVEN THOUSAND ONE HUNDRED SEVEN DOLLARS AND TWELVE CENTS (\$127,107.12), TO BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBER 1A01 (GENERAL FUND) 523001 (SERVICE REPAIR AND MAINTENANCE CONTRACT) N31101 (RECREATION ADMINISTRATION); AND FOR OTHER PURPOSES.

Council Meeting Date: September 4, 2007

Requesting Dept.: Parks, Recreation and Cultural Affairs

FAC Confirmed by: Melvin Anderson

#### B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

Exercise the renewal option for the original contract that expires on November 16, 2007.

2. Please provide background information regarding this legislation.

This facility is a full service Class IV Recreation Center and Natatorium. Very often several events and activities are held simultaneously; such activities and usage require that floors to be stripped, waxed and buffed regularly.

### 3. If Applicable/Known:

(a) Contract Type: Professional Services

(b) Source Selection: Sealed Bid

(c) Bids/Proposals Due: May 25, 2005

(d) Invitations Issued: 101

(e) Number of Bids: 3

(f) Proposals Received: N/A

(g) Bidders/Proponents:

(h) Term of Contract: 1 year renewal; with an option to renew for one additional year at the sole discretion of the City.

4. Fund Account Center: FAC 1A01 523001 N31101

5. Source of Funds: General Fund

6. Fiscal Impact: \$127,102.12

7. Method of Cost Recovery:

This Legislative Request Form Was Prepared By: D.Y. Jackson

Legislation White Paper

Committee of Purview Community Development/Human Resources Committee

Caption:

Council Meeting Date: June 26, 2007

Legislation Title: A resolution authorizing the Mayor to enter into a Renewal No. 1

contractual agreement with Ramsey & Ramsey Enterprises, Inc., for FC-6005007904, Janitorial Services at Adamsville Recreation

Center.

Requesting Department: Department of Parks, Recreation and Cultural Affairs

Contract Type: Janitorial Services

Source Selection: Sealed Bid

Bids/Proposals Due: May 25, 2005

Invitations Issued: 101

**Bids/Proposals Received:** 3

**Bidder/Proponents:** Ramsey & Ramsey \$127,107.12

Atlanta Building Maintenance \$36,039.38 A-Action Janitorial \$63,194.81

Justification Statement: Ramsey & Ramsey has and is presently working as a contractor

for DPRCA. During the base term of the two (2) years; they have constantly exhibited and promoted a strong work ethic within their company. They have not only satisfied all the terms and conditions of the original contract, they effortlessly provided services that were needed and not a part of the original contract for

community service purposes.

Background: This facility is a full service Class IV Recreation Center and

Natatorium. Very often several events and activities are held simultaneously; such activities and usage require that floors to be

stripped, waxed and buffed regularly.

Fund Account Center: 1A01 523001 N31101 \$127,102.12

Fiscal Impact (if any): \$127,102.12

**Term of Contract:** Renewal No. 1 term will be for one (1) year with the option to

renew for one (1) additional year at the sole discretion of the

City.

Method of Cost Recovery: Not Applicable

Approvals: DOF:

DOL:

Approved Approved

Prepared By:

Ms. Mimie L. Woods, Contracting Officer

(404) 330-6271

**Contract Number:** 

FC-6005007904



SHIRLEY FRANKLIN

675 PÓNCE DE LEON AVE, SUITE 800 ATLANTA, GEORGIA 30308

(404) 817-6766 -Fax (404) 817-6955

DIANNE HARNELL COHEN

COMMISSIONER
DEPARTMENT OF PARKS, RECREATION
AND CULTURAL AFFAIRS

Charlene A. Braud

Director, Office of Recreation

#### **MEMORANDUM**

To:

Mr. David Chapman

Deputy Chief Procurement Office

From:

Valerie Latimore, Supervisor

Office of Recreation

Subject:

Letter of Recommendation Ramsey and Ramsey

Date:

Tuesday, May 01, 2007

This letter is to serve as a formal recommendation for Ramsey and Ramsey cleaning company. This company has worked as a contractor for the City of Atlanta Office of Recreation. There workmanship has been commendable and I feel that this company would be an excellent company to continue to do business with.

During the contract that Ramsey and Ramsey held with the City of Atlanta Office of Recreation they have constantly exhibited and promoted a strong work ethic within their company. Their company has produced high quality work time and time again. This company has given services that satisfied the contract as well as providing service that were needed and not on the contract for community service purposed.

For this reason I am recommending Ramsey and Ramsey for the cleaning contract. If you have any question please contact me.

Sincerely,

Valerie Latimore, Procurement, Transportation Supervisor

Vly/vgc

Ca:

Charlene Braud Brenda Armstrong

# TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE ATTN: GREG PRIDGEON
Dept.'s Legislative Liaison:Debra F. Harris
Contact Number:(404) 817-6795
Originating Department: _Parks, Recreation and Cultural Affairs
Committee(s) of Purview:Community Development and Human Resources
Chief of Staff Deadline:August 13, 2007
Anticipated Committee Meeting Date(s):August 28, 2007
Anticipated Full Council Date:September 4, 2007
Legislative Counsel's Signature:
Chief Procurement Officer Signature:
Chief Procurement Officer Signature:
CAPTION  A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE RENEWAL AGREEMENT NO. 1 FOR FC-6005007904, JANITORIAL SERVICES, ON BEHALF OF THE DEPARTMENT OF PARKS, RECREATION AND CULTURAL AFFAIRS, WITH RAMSEY & RAMSEY ENTERPRISE, INC., FOR JANITORIAL SERVICES AT ROSEL FANN RECREATION CENTER, BEN HILL RECREATION CENTER, WASHINGTON PARK NATATORIUM AND THE ADAMSVILLE RECREATION CENTER, PURSUANT TO THE TERMS AND CONDITIONS OF THE AGREEMENT AUTHORIZED UNDER RESOLUTION 05-R-1139, IN AN AMOUNT NOT TO EXCEED ONE HUNDRED TWENTY SEVEN THOUSAND ONE HUNDRED SEVEN DOLLARS AND TWELVE CENTS (\$127,107.12), TO BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBER 1A01 (GENERAL FUND) 523001 (SERVICE REPAIR AND MAINTENANCE CONTRACT) N31101 (RECREATION ADMINISTRATION); AND FOR OTHER PURPOSES.
FINANCIAL IMPACT (if any): \$127,107.12
Mayor's Staff Only
Received by CPO:  (date)  Received by LC from CPO:  (date)  Reviewed by:  Reviewed by:  (date)
Submitted to Council:(date)